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|  | <p>STANDARD OPERATING PROCEDURE DEPARTMENT OF PUBLIC WORKS</p> <p>PROGRAM: Fuel Station</p> | | <p>ISSUE DATE: 11/24/2021</p> |
| <p>APPROVED BY:</p> <hr/> Public Works Director | |  | |
| <p>PERMIT REQUIREMENT SUMMARY:</p> <p>4.2.6.4.4 O&M program shall address, but not limited to: Fueling areas for Co-Permittee-owned or operated vehicles.</p> | | | |
| <p>General: THIS SOP IS NOT EXPECTED TO COVER ALL NECESSARY PROCEDURE ACTIONS. OPERATORS ARE ALLOWED TO ADAPT SOPS TO UNIQUE SITE CONDITIONS IN GOOD JUDGMENT WHEN IT IS NECESSARY FOR SAFETY, AND THE PROPER, AND EFFECTIVE CONTAINMENT OF POLLUTANTS. HOWEVER, ANY CHANGES OF ROUTINE OPERATIONS MUST BE AMENDED IN THIS SOP.</p> <p>1. SELECTION:</p> <p>a) Fueling station containment practices varies depending on the design of the station and of the facility where it is located. This SOP defines the best management practices necessary to operation fueling operations at this site.</p> <p>2. FACILITY:</p> <p>a) The Fueling station is equipped with secondary containment and a Spill Response Kit. It is not covered, however, this weakness is compensated with this SOP, and the Spill Containment and Cleanup, and Pavement Washing SOPs. The facility design puts distance between the Fueling Station and stormwater inlets to provide a buffer increasing the time to contain spills. The facility is also equipped with a water quality box and retention storage volume in the detention pond. These systems provide redundancy and allow for spills and pollutants that might be carried by runoff to be trapped and removed.</p> <p>3. FUELING PROCEDURE:</p> <p>a) Do not top off tanks. b) Do not check other fluids or conduct any maintenance at the Fueling Station. c) Fuel drips that are larger than one foot in diameter are considered a spill and must be washed and report at that time. Smaller drips can be allowed to evaporate. d) Do not hose down or wash anything from the pavement to the storm drain. See Pavement</p> | | | |



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Washing SOP.

4. REGULAR INSPECTIONS:

- a) Weekly inspections should involve looking for spill stains and any residue that might be carried away with runoff.
- b) Quarterly inspections should involve:
 - Check the perimeter for leaks
 - Check secondary containment inspection port for leaks.
 - Check Spill Response Kit
 - Record any other concerns

5. REGULAR MAINTENANCE:

- a) The maintenance will be initiated by the inspection report.
- b) When these reports reveal stains that might leach with runoff, the station pad should be washed using the Pavement Washing SOP.

6. DOCUMENTATION:

- a) Record maintenance in the Weekly and High Priority Inspection Log for the 4150 West Yard.

7. TRAINING:

- a) Train staff 1/Year
- b) Material: This SOP